

HAILSHAM TOWN COUNCIL

NOTICE IS HEREBY GIVEN of a meeting of the HAILSHAM TOWN COUNCIL to be held in the Fleur-de-Lys Council Chambers, Market Square, Hailsham on

Wednesday, 13th March 2013 at 7.30 p.m.

Prior to commencement of the formal business of the meeting a period of not more than 15 minutes will be assigned for the purpose of permitting members of the Public to address the Council, or ask questions on matters relevant to responsibilities under the direction of this Council, at the discretion of the Chairman.

The order of formal business to be transacted will thereafter be as follows:

1. **APOLOGIES FOR ABSENCE:** To receive apologies for absence of elected members.
2. **DECLARATIONS OF INTEREST:** To receive notice of declarations of personal and prejudicial interest in respect of items on this agenda.
3. **COMMUNITY POLICING**
 - 3.1 **Police Report**
To receive a quarterly Police Report from Sussex Police (report to follow – source Sussex Police)
 - 3.2 **Priorities**
To agree to set priority areas for the sponsored PCSO.
4. **CONFIRMATION OF MINUTES**
 - 4.1 To resolve that the Minutes and Reports of the Meeting of Hailsham Town Council held on 13th February 2013 (Ref: HTC/12/8/252-275) as printed and circulated, may be taken as read, confirmed as a correct record, and signed by the Chairman.
 - 4.2 **MATTERS ARISING**
5. **COMMITTEE and PANEL REPORTS**
(A list of committee/panel minutes attached – Please notify the Town Clerk [email: john.harrison@hailsham-tc.gov.uk telephone: 01323 445731] as soon as possible if you wish to reserve an item on any of the following committees or panels)
 - 5.1 To (a) note the reserved paragraphs (minutes) of the Committee/Panel Reports notified to the Town Clerk prior to the meeting, and
(b) receive request to reserve any additional paragraphs (minutes) of the Committee/Panel Reports

- 5.2 To receive “unreserved” paragraphs (minutes) of the following Reports of Committees/Panels (as printed and circulated), and approve and adopt the recommendations contained therein.

A. Planning and Development Committee Meeting (19th February 2013)

B. Hailsham in Bloom Committee Meeting (27th February 2013)

- 5.3 To proceed through the “reserved” paragraphs consecutively (or as decided) and to resolve action before proceeding to the next reserved item.

6. Burial Fees – Hailsham Cemetery

To consider increasing burial and other fees for the use of services at Hailsham Cemetery (Report to follow, author - David Saxby, Burials and Properties Officer)

7. Transfer of Land – Woodside Farm

To consider the transfer of play areas and open space from the Woodside Farm Bloor Home development to the Council and to consider the amount of commuted sum (Report to follow – author Karen Moralee, Environment and Leisure Officer)

8. Woodside Farm Footpath

To consider a request by Bloor Homes to level off an area of Town Council owned land to create a new footpath to their development at Woodside Farm
(Report to follow- author Karen Moralee, Environment and Leisure Officer)

9. Land at East Hailsham

To consider a request from Wealden District Council to include an area of Hailsham Town Council owned land in the proposed submission strategic sites local plan (Ref HHC) (Report to follow, author John Harrison Town Clerk)

10. Report of the Independent Wealden Parish Remuneration Panel - 2013/14

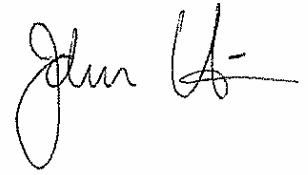
To consider the recent report and recommendations of the Wealden Parish Remuneration panel and their implications for Hailsham Town Council (Report to Follow – Author John Harrison, Town Clerk).

11. Agreement on Hailsham Town Council Gate Passes

To consider the current arrangements for the administration of Hailsham Town Council Gate passes.

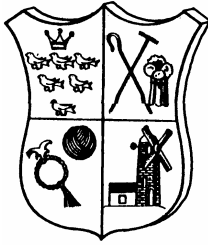
12. COUNCILLORS’ QUESTIONS/INFORMATION FORUM (at the Chairman’s discretion).

HARRISON

A handwritten signature in black ink, appearing to read "John H." with a stylized flourish at the end.

JOHN

Town Clerk



HAILSHAM TOWN COUNCIL

MINUTES of the Meeting of Hailsham Town Council, held at the Fleur-de-Lys Council Chambers/Meeting Rooms, Market Square, Hailsham, on Wednesday 13th March 2013 at 7.30 p.m.

Public Question Time

Prior to commencement of the formal business of the meeting a period of not more than 15 minutes had been assigned for the purpose of permitting members of the public present to address the Assembly, or ask questions (on matters relevant to the responsibilities of the Town Council) at the invitation and discretion of the presiding Chairman.

None were presented.

HTC/12/
10/293 **Present:** Councillors: Mrs. S. J. Bentley (Chairman), W. A. Bentley, J. L. Blake, Mrs. M. Burt, N. S. Coltman, W. F. Crittenden, R. T. Grocock (Vice Chairman), Mrs. S. E. Henstock, S. McAuliffe, Ms A. O’Rawe, G. G. Rowe, Mrs. D. Ryan, M. J. Ryan Mrs. M. Skinner and C. Triandafyllou.

294 **Officers in Attendance:** J. Harrison (Town Clerk), M Caira (Deputy Town Clerk), D. Saxby and T. Hall.

295 **Apologies for Absence:**

Apologies for absence were received and accepted from Councillors B. F. Burchmore, Ms C. V. Collinson, N. A. Collinson, Mrs. J. Cook, Mrs. B. Holbrook, P. S. Holbrook. B. Marlowe and Mrs. M. Rowe.

296 **Declarations of Interest**

None presented.

Community Policing

Police Report

297.1 PCs W. Sergi and T. Critchlow spoke in respect of the police report which had been circulated with the agenda and updated the meeting about the recent spate of vandalism in Gordon Road.

297.2 Councillor W. Bentley asked that better procedures be put in place to keep Hailsham Town Council informed of incidents such as this.

297.3 Councillor McAuliffe updated the meeting on Wealden District Council’s progress on legislation in respect of dogs fouling the footpaths.

297.4 The Town Clerk was asked to find out if The Mill as referred to in PCSO Wyatt’s report was in Hailsham or Hellingly and to inform Building Control at Wealden District

Council of PCSO Wyatt's concerns about the safety of the building.

297.5 Councillor Grocock asked if the Neighbourhood Panel meetings could be rearranged as they clashed with the meetings of Hailsham Town Council.

297.6 PC Critchlow asked if any decision had been taken by Hailsham Town Council on the sponsorship of the PCSO for 2013/14. The Chairman responded that the funding would continue for the financial year.

Priorities

298.1 Councillor W. Bentley stated that he had received reports of incidents along the Cuckoo Trail where people were being verbally abused.

298.2 **RESOLVED** that the PCSOs be asked to give priority to patrolling the Cuckoo Trail.

Confirmation of Previous Minutes

299.1 Councillor W. Crittenden stated that that Minute 281.2 – Matters Arising – should record that the Hailsham Independent Group was asked if it wanted to delete the Minute and the Group agreed; it did not request the Minute be deleted.

299.2 **RESOLVED** that the Minutes and Reports of the meeting of Hailsham Town Council (Ref: HTC/12/9/276-292) held on 13th February 2013, were amended and confirmed as a correct record, and signed by the Chairman.

300 **Matters Arising**

None presented.

301 Committee and Panel Reports

RESOLVED, after consideration in accordance with Standing Order 18(e), to receive the following reports of Committees, to approve and adopt the recommendations contained therein and the actions taken as reported therein.

C. Planning and Development Committee Meeting (19th February 2013)

D. Hailsham in Bloom Committee (27th February 2013)

Burial Fees – Hailsham Cemetery

302.1 Members were asked to consider increasing the burial fees at Hailsham Cemetery as detailed in the officer's report circulated with the agenda.

302.2 **RESOLVED** to increase the burial fees by 5 per cent. as detailed in the officer's report circulated with the agenda, and as Appendix HTC/12/10/302A to these minutes, and that all local funeral directors are informed of this decision; and that burial fees are henceforth reviewed annually.

Transfer of Land – Woodside Farm

303.1 Members considered the transfer of play areas and open space from the Woodside Farm Bloor Home development to Hailsham Town Council.

- 303.2 **RESOLVED** to accept the offer of the transfer of ownership of land at the Woodside farm development from Bloor Homes on condition that a commuted sum of £618,068 is paid to Hailsham Town Council for on-going maintenance and management of the play area, open space and woodland areas,

Woodside Farm Footpath

- 304.1 Members discussed the officer's report as circulated with the agenda and as Appendix HTC/12/10/304A to these minutes.
- 304.2 **RESOLVED** to grant permission to Bloor Homes to install a footpath on part of the public open space in Gleneagles Drive, subject to
- a) that the entire length of fence is replaced on a like for like basis,
 - b) all grass area are reinstated post construction, and
 - c) clarification on who owns the land.

Land at East Hailsham

- 305.1 Councillors Mrs. S. J. Bentley, Blake, Coltman and Triandafyllou declared an interest as they are Wealden District Councillors.
- 305.2 The officer's report had been circulated with the agenda.
- 305.3 Councillor M. Ryan stated that the Planning and Development Panel had discussed this item and would prefer to see the land used for additional allotment space.
- 305.4 **RESOLVED** that Hailsham Town Council does not agree to the request from Wealden District Council to include an area of Hailsham Town Council owned land in the proposed submission strategic sites local plan (Ref HHC) as detailed in the officer's report circulated with the agenda, and as Appendix HTC/12/10/305A to these minutes.
- 305.5 Councillors Blake and Coltman requested that their abstentions from voting be recorded.

Report of the Independent Wealden Parish Remuneration Panel – 2013/14

- 306.1 Copies of the report of the Independent Wealden Parish Remuneration Panel – 2013/14 were circulated with the agenda and as Appendix HTC/12/10/306A to these minutes. Much discussion ensued.
- 306.2 Councillor Crittenden proposed that the report of the Independent Wealden Parish Remuneration Panel in respect of members' allowances be accepted.
- On being put to the vote this proposal was rejected by 10 votes to 5.
- 306.3 Councillor W. Bentley proposed that the increase in members' allowances not be accepted and that any surplus by not paying the increase be allocated to the Grants Panel.
- On being put to the vote this proposal was carried by 11 votes to 5.

- 306.4 **RESOLVED** that the Independent Wealden Parish Remuneration Panel be thanked for its recommendation but to decline the increase in members' allowances and that any surplus by not paying the increase be allocated to the Grants Panel for distribution to local organisations.

Agreement on Hailsham Town Council Gate Passes

- 307.1 Members debated the current arrangements for the administration of Hailsham Town Council gate passes.
- 307.2 Councillor W. Bentley stated that he had a number of passes for local authority car parks and Hailsham Town Council was the only organisation that operated a deposit system.
- 307.3 **RESOLVED** that with effect from 1st April 2013 to cancel the deposit system for car park passes and be replaced by a system whereby members and officers receive a free car park pass but they are charged the full amount for a replacement card if lost or damaged.

Councillors' Questions/Information Forum

308 Oaklands Development Appeal

The Chairman updated the meeting on the Oaklands Appeal that had been heard last week. She had given evidence and been cross-examined.

The appeal had now been sent to the Secretary of State for the Environment, Transport and the Regions for determination.

There being no other business, the meeting closed at 8.43.

CHAIRMAN

HAILSHAM POLICE STATION

MEMORANDUM

To: John Harrison, Clerk, Hailsham Town Council

From: PC Tim Critchlow, Pc will Sergi, Hailsham Neighbourhood Policing Team

Extension: 68310

Date: 06th March 2013

Dear John,

Since the last meeting we have had the Christmas/new year periods to contend with and recently we have had the Murder enquiry from 2012 to deal with at Lewes Crown court. There has also been the unexpected abstractions to the ongoing Operation in Bexhill with the Bexhill by-pass. However these have been planned well and the abstractions for the Hailsham team kept to a minimum if possible as Hailsham is the busiest town on the Wealden district. The case at court was dealt with after about 6/7 weeks and the victims family are now coming to terms with the jury's decision in that one defendant was found not guilty and the other found guilty of manslaughter with a 7 year sentence imposed.

A brief note on crime: Crime levels are low at present but we are in the quieter months of the year but on a positive note the team have helped maintain this low level by continuing what we do best; high visibility patrols and reassurance, providing crime prevention advice when needed and maintaining close links with other agencies in tackling incidents.

We now have in post several specialist pcso's to assist their colleagues across the district.

Pcso Hawthorne looks at neighbour disputes

Pcso Yau deals with ongoing parking problems

Pcso Tomsett has been dealing with community speedwatch issues for a while on the district

Sponsored PCSO's - From Ali Bond

PCSO BOND has been offering advice regarding 'STAYING SAFE' online whilst visiting St Mary's' church coffee mornings, banks, local Post offices and the Hailsham library. She has been linking in with Age UK and assisting with their 'Work and Learning' leaflet. The Hailsham Food Bank has been presented with a cheque from the Police Property Act Fund for £250:00 and the Hailsham Pavilion have also been awarded a cheque for £250:00 from the same fund. Illegal parking is continually being dealt around Hailsham town as well as Station Road and Ersham Road. Anti Social Behaviour outside HCC, Eastwell Place, The QUINTINS and the town centre has been dealt with by myself and colleagues, resulting in a youth having 3 banning orders for various locations and a curfew until a suitable disposable option identified. This approach has had a very positive effect on the area and sends out a strong message to those involved in Anti-Social Behaviour.

Hailsham Central and North - From Sue Choppin and Faye Fletcher

Pcso Sue Choppin has been looking into any issues with the vulnerable in the town and been spending time with them helping with crime prevention issues. We continue to have parking issues in the town partly down to some of the yellow lines being unenforceable due to poor maintenance which we are liaising with Highways about.

There continues to be some youth asb issues in town which I have been monitoring and have recently dealt with four youths in relation to this. I maintain good links with the youth café and will continue to monitor any incidents resulting from this area.

1. Anti - Social Behaviour

Most of the ASB is on the high street and market street/St Marys church area. Although we have had instances within the Quintens and Asda. Banning letters to those involved has seen a decrease in activity here.

2. Parking

High Street Hailsham - we have a high percentage of disabled badge holders who park in the high street

Market Street Hailsham

Again re marking of double yellow lines will assist with this.

3. Speeding was on the list for the north area but the recent speed watch group and bin stickers have helped here
4. Updating locals with Crime prevention advice and property marking.

Hailsham East - From Parrish Claxton

The new Skate park on Maurice Thornton recreation ground is proving good value with the local youths and to date we have had no issues there.

Having completed several 'walkabouts' with housing and local councillors there appears to be an increase in rubbish and dog fouling but we have an Op quality street in May this year with the district council and other agencies.

The ongoing close co-operation with other agencies pays dividends in this area.

The area of black path has been enhanced by the cutting of the hedges in this cut through and the feedback being universally positive.

Hailsham South and West - From Mark Carter

Hi am PCSO Mark Carter and transferred from the Uckfield area late October 2012. I was originally tasked to cover Hailsham South but have recently been covering South and West.

The priorities set from the Neighbourhood Panel meeting which was held on 29/11/12 were:

Theft from cars - this was an issue around last September/October 2012. In the recent months this has dramatically decreased, since my time here I have been speaking to many residents on patrol and at Street meetings raising awareness of the thefts and also signing them up to Police Community messaging (which sends local updates). I have also been trying to build up Neighbourhood Watch in the area.

Creosote (Protection property marking) - Street meetings have been held twice a month and property marking has been offered to residents, this is a simple process of applying police labels with property details which are extremely difficult to remove.

Parking - Police have received complaints that vehicles were obstructing the pavement in the Ersham road and surrounding areas. Directed patrols have been conducted around key times to tackle the issue. Grovelands Community Primary School is another point of concern, primarily parking over driveways. Patrols are ongoing and I am currently working with the Parking Officer PCSO Yau to create a plan of action for the issue.

The most recent incident of note was a number of reports of vehicle damage on Gordon Road, this happened late February. Large scale house to house has been carried out, a street meeting, CCTV trawl and enquires are still ongoing.

Otherwise I have dealt with a small amount of anti-social behaviour which was predominantly related to snowball throwing.

I have also dealt with a small amount of breaks to out buildings which have direct access from the cuckoo trail, I have offered crime prevention advice to a number of residents who back onto the cuckoo trail.

Upper HorseBridge / Hellingly - From Wendy Wyatt

Horsebridge

The Precision Mill, (land next to Bakers Farm static homes)

I regularly visit the area and it is regularly broken into. I believe the building to be unsafe.

I regularly contact the company Ectera who own the land and remind them that they have a duty of care. In return they re-board and re-board the buildings. Unfortunately, as fast as they are boarded they are broken into again.

The problem is ongoing. Time consuming and a worry.

Under the Town And County Planning Act 1990. Section 215 notices enable the council to take action against land owners who have, for whatever reason, failed to keep a building or area of land in good order. They may be used to tackle concerns around vacant industrial land, town centre street frontages, derelict buildings, semi-completed developments, as well as run down residential properties and overgrown gardens."

I would like to ask what the council are prepared to do about this?

I am prepared to work with the council, the land owners and residents to work out a plan where the rubbish could be cleared, the rights of way path cleared to Hellingly and something done to the buildings.

I believe with the agencies working together the area might be improved greatly.

Tim Critchlow
Pc Hailsham NPT

Report to: Hailsham Town Council

Date: 7th February 2013

By: David Saxby

Title of report: Increase in Burial Fees – Hailsham Cemetery

PURPOSE:

Members are asked to consider increasing burial and other fees for the use of services at Hailsham Cemetery by about 5% with effect from 1st April 2013. Attachment A to this report shows the fees if increased by 5%, rounded to the most appropriate point. Attachment B is the current rate as from 1st April 2011.

RECOMMENDATIONS:

No officer recommendation is made.

BACKGROUND:

The last time the fees for the use of services at Hailsham Cemetery was increased was in April 2011. On this occasion all fees were increased by 20%; this was predominately because of the retirement of the long-serving grave digger and the use of the services of a new contractor who was considerably more expensive. Because of this large increase no recommendation was made to Council to uprate the fees in 2012.

CONSIDERATIONS:

Members may recall that there was criticism in the press last year from a disgruntled member of the public about the large increase in fees, although the Council's actions were easily defended.

The increase of 5% is approximately in line with inflation. The danger of not increasing the fees regularly is that it may again be resolved in future years to hike the fees massively, thus attracting criticism of the Council.

CONCLUSION:

It is for members to decide if they wish the increase burial and other fees at Hailsham Cemetery.

COMMITTEE: Hailsham Town Council

DATE: 13th March 2013

PURPOSE: To consider the transfer of play areas and open space from the Woodside Farm Bloor Home development to the Council and to consider the amount of commuted sum required

RECOMMENDATIONS:

To consider the transfer of land with a suitable commuted sum to cover the costs of grounds maintenance and management

BACKGROUND:

The Town Council has been approached by Bloor Homes to take over responsibility for areas of open space in the new development of 75 dwellings at Land East of Woodside Farm, Hempstead Lane for a commuted sum to be agreed by the Town Council and Bloor Homes. The proposed areas of responsibility will be a play area, public open space areas and woodland buffer and a pond. (shown in the attached map).

The Town Council contractors, Barcombe Landscapes, have estimated their costs for maintaining the land over a 20 year period. The attached spread sheet shows the figures proposed to take over the areas, with 3% inflation rise per annum and a 25% management fee to cover the Council's management costs

If the Town Council agrees to take over responsibility of the land, the figures proposed will need to be accepted by Bloor Homes. If Bloor Homes consider the costs to be too high they could offer the transfer of land to a management company.

FINANCIAL IMPLICATIONS:

The cost is made up of two elements:

The cost for the ground maintenance works which will be paid to the contractor over the 20 years and the Hailsham Town Council management fee to manage the area. The payment to the contractor is non negotiable, the Town Council management fee could be negotiated with the developer.

CONCLUSION:

Members need to consider:

- 1) Whether to accept or decline the offer of the transfer of the Woodside Farm development open spaces, buffer zone and pond to Town Council responsibility
- 2) If it is agreed to transfer the land, to consider the attached commuted sum figures and agree or change the proposed management fee

Further information in respect of this report can be obtained from Karen Moralee. Tel: 01323 445 738, Email: karen.moralee@hailsham-tc.gov.uk



Legend

- Existing Woodland Buffer
- Play Areas
- Land Retained by Bloor Homes Ltd Southern
- New Boundary Planting
- Open Space Areas
- Built Development & Road Infrastructure

PRELIMINARY

REV. No.	DATE	DESCRIPTION	INITIALS		
Client:		BLOOR HOMES J.S.BLOOR (NEWBURY) LIMITED	MJA CONSULTING CIVIL AND STRUCTURAL ENGINEERS 56-62 Oak Street, Abingdon Oxon, OX14 5BZ Tel: 01235 555173 Fax: 01235 633226		
Project:		Hempstead Lane Mailsham			
Title:		Landscape Buffer/Openspace & Play Areas	Scale: 1:1000@A3	Date: Jan '11	Drawing No. 4455:55
			Checked:	Drawn: LJW	Rev:

© This drawing is the copyright of Bloor Homes Newbury Limited and may not be copied, altered or reproduced in any way without their permission.

Bloor Homes Hemstead Lane Development

Price for grounds work and Maintenance for 20 Years - Supplied by Barcombe Landscapes LTD @ 3% per annum

	Price p.a.	Price Y2	Price Y3	Price Y4	Price Y5	Price Y6	Price Y7	Price Y8	Price Y9	Price Y10	Price Y11	Price Y12	Price Y13	Price Y14	Price Y15	Price Y16	Price Y17	Price Y18	Price Y19	Price Y20	Total
Grass - cutting and strimming - weekly - 26 cuts	1,780	1833	1888	1945	2003	2064	2125	2125	2189	2255	2322	2392	2464	2538	2614	2692	2773	2856	2942	3030	46,833
Hard Surfaces - sweeping monthly though year	600	618	637	656	675	696	716	716	738	760	783	806	831	855	881	908	935	963	992	1021	15,787
Hard Surfaces - spraying path edges and road gutters 2x p.a.	250	258	265	273	281	290	299	299	307	317	326	336	346	356	367	378	389	401	413	426	6,578
Pressure wash hard surfaces and street furniture 2x p.a.	500	515	530	546	563	580	597	597	615	633	652	672	692	713	734	756	779	802	826	851	13,155
Litter picking daily all areas and dispose correctly	4,040	4161	4286	4415	4547	4683	4824	4824	4969	5118	5271	5429	5592	5760	5933	6111	6294	6483	6678	6878	106,296
Planting areas:																					
Weed around shrubs monthly (6 months)	720	742	764	787	810	835	860	860	886	912	939	968	997	1027	1057	1089	1122	1155	1190	1226	18,944
mulch annually with wood peelings	800	824	849	874	900	927	955	955	984	1013	1044	1075	1107	1141	1175	1210	1246	1284	1322	1362	21,049
spray annually perennial weeds with glyphosate	500	515	530	546	563	580	597	597	615	633	652	672	692	713	734	756	779	802	826	851	13,155
water shrubs through summer frequently in low rainfall (1st 3 years)	1,600	1648	1697	1748	1801	1855	1910	1910	1968	2027	2088	2150	2215	2281	2350	2420	2493	2568	2645	2724	42,097
Tree planted buffer zones:																					
strim twice per year - early April & August	800	824	849	874	900	927	955	955	984	1013	1044	1075	1107	1141	1175	1210	1246	1284	1322	1362	21,049
inspect and prune trees trees and shrubs in winter to achieve good shape in their growth pattern to BS3998. Remove cuttings	800	824	849	874	900	927	955	955	984	1013	1044	1075	1107	1141	1175	1210	1246	1284	1322	1362	21,049
Wild flower areas - cut and remove hay once dried	350	361	371	382	394	406	418	418	430	443	457	470	484	499	514	529	545	562	578	596	9,209
Inspect play equipment safety surfacing, fencing and gates and produce monthly written report	1,700	1751	1804	1858	1913	1971	2030	2030	2091	2154	2218	2285	2353	2424	2497	2571	2649	2728	2810	2894	44,729
Trim hedges, prune shrubs, tidy edges and misc operations	500	515	530	546	563	580	597	597	615	633	652	672	692	713	734	756	779	802	826	851	13,155
Pond maintenance	3000	3090	3183	3278	3377	3478	3582	3582	3690	3800	3914	4032	4153	4277	4406	4538	4674	4814	4959	5107	78,933
Thinning and coppicing and selective removal of some trees and shrubs.																					
Year 4 and year 15 (each visit £500)				546											734						1,281
Surgery to mature trees - allow contingency	500	515	530	546	563	580	597	597	615	633	652	672	692	713	734	756	779	802	826	851	13,155
Yearly Totals	18,440	18,993	19,563	20,696	20,754	21,377	22,018	22,018	22,679	23,359	24,060	24,782	25,525	26,291	27,814	27,892	28,729	29,591	30,479	31,393	486,454
Total before HTC Management Fee	486,454																				
Management Fee @ 25%	121,614																				
Replace play equipment and safety surface once in 20 years	10,000																				
Overall Total for 20 years	618,068																				

COMMITTEE: Hailsham Town Council

DATE: 13th March 2013

PURPOSE: To consider a request by Bloor Homes to level off an area of Town Council owned land to create a new footpath to their development at Woodside Farm

RECOMMENDATIONS:

To grant Bloor Homes permission to install a footpath on part of the public open space in Gleneagles Drive

BACKGROUND:

Bloor Homes have approached the Town Council regarding a footpath they wish to build to connect to their Woodside Farm development to the existing footway in Gleneagles Drive, on an area of land owned by the Town Council. As there is a level problem with the existing ground across this proposed new footpath Bloor Homes have asked if they can level off a piece of our adjoining area of land to the same gradient so they can maintain a 1:25 crossfall across the proposed new footpath.

This proposed new footpath will run from the new roundabout at Hempstead Lane up to number 7 Gleneagles Drive where it will join onto the existing footpath, so the whole length south of Gleneagles Drive will have a new footpath.

Bloor Homes only wish to level off this area of Town Council land and build a footpath; they do not wish to purchase the land required for the works.

In return for this permission from the Council, Bloor Homes have confirmed they will replace the fence and gate which is on site, like for like. This fence and gate is owned by the Town Council and is now in need of replacement. For the Town Council to replace this fence would cost approximately £5,000. Any damage will be made good.

Bloor Homes have confirmed they will maintain the footpath until it is adopted by ESCC.

Bloor Homes have contacted UK Power Networks for permission to do the work to the area as there are high voltage cables running under the Town Council area of land. They have given permission, subject to their attendance on site while any agreed work is carried out.

Attached is a plan showing the proposed footpath adjoining the POS owned by the Town Council and pictures showing the fence which will be replaced if the Council agree to Bloor Homes proposal.

Wealden District Council and East Sussex County Council have been consulted and are in support of the proposal.

FINANCIAL IMPLICATIONS:

The construction of a new fence by Bloor Homes will save the Council in the region of £5,000

CONCLUSION:

The proposed work will not cause any negative impact on the land and will provide the residents of the estate with a new footpath, encouraging parents to walk their children to school rather than drive. It will also result in a new fence for the Council which will improve the look of the area. The fence is in need of replacement in the next couple of years so this would save the Council in the region of £5,000.

Further information in respect of this report can be obtained from Karen Moralee. Tel: 01323 445 738, Email: karen.moralee@hailsham-tc.gov.uk

Report to: Hailsham Town Council
Date: 13th March 2013
By: John Harrison, Town Clerk
Title of report: Land at East Hailsham

PURPOSE:

To consider a request from Wealden District Council to include an area of Hailsham Town Council owned land in the proposed submission strategic sites local plan (Ref HHC)

BACKGROUND.

The Town Clerk has received the following email fro Wealden District Council:

Dear John,

I have attached a plan showing the extent of the strategic site at East Hailsham from the proposed Submission Version Strategic Plan Local Plan that was considered at the LDF Sub Committee on 27th February 2013.

We have met with one of the land owners for the site HHC and have been informed that a small area of land is within the ownership of Hailsham Town Council (shown hatched black on the attached plan).

I would be obliged if you could confirm that the Town Council is happy to have this land included within the Strategic Site boundary.

I look forward to hearing from you.

Kind regards,

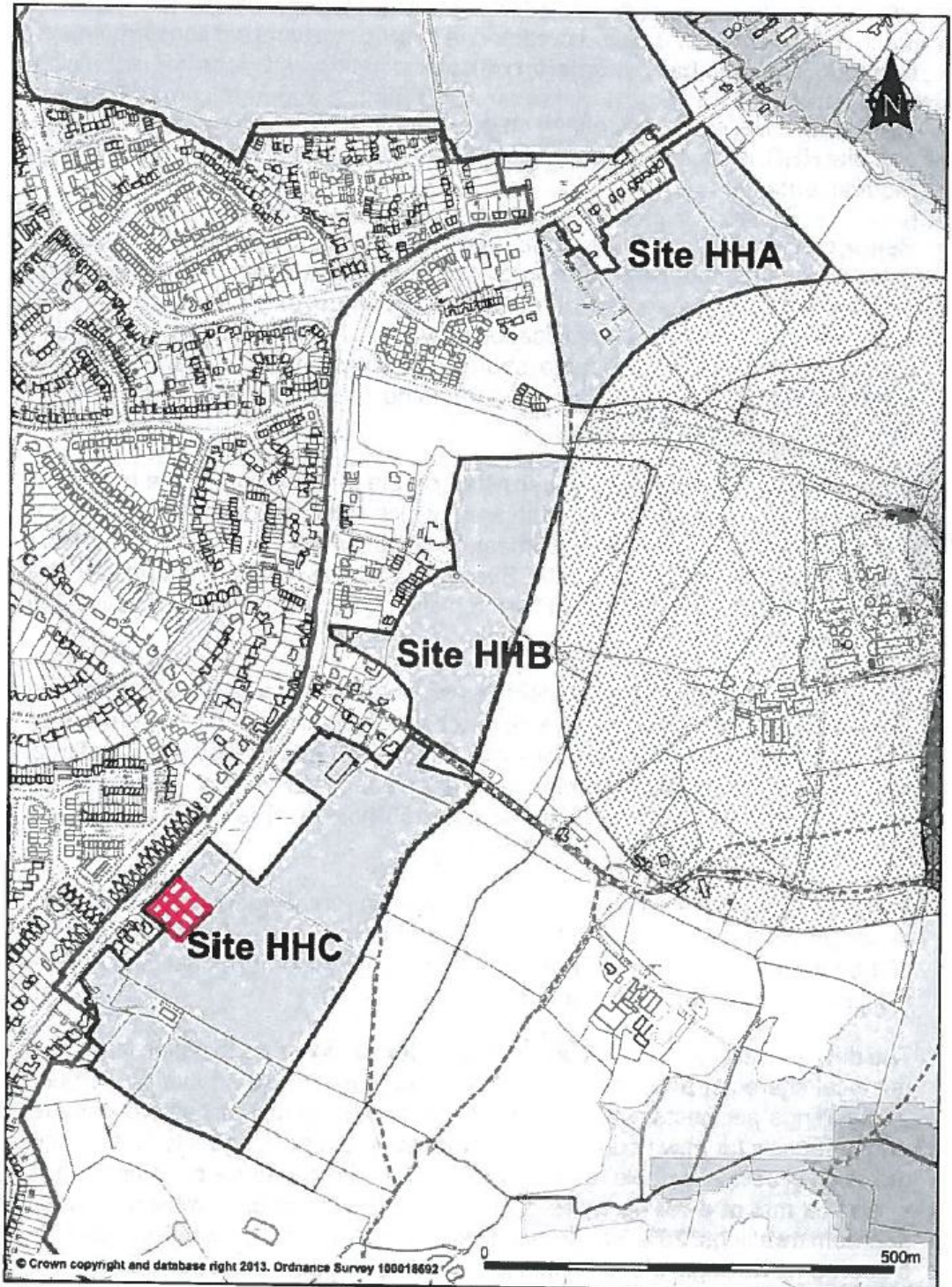
*Emma Garner, Planning Officer
Planning Policy, Wealden District Council*

Wealden District Local Plan

Proposed Submission Strategic Sites Local Plan February 2013

6 Land at East Hailsham

Figure 2 Land at East Hailsham



CONSIDERATIONS.

This is a request to Hailsham Town Council from Wealden District Council that they include a small parcel of HTC owned land in their Strategic Site HHC, as land that could be developed on subject.

Any transfer or sale of land would be subject to the usual negotiations including purchase price etc.

However, Wealden District Council have confirmed that allowing the allocation of this parcel of land into the strategic site does essentially tie the Town Council into allowing the development of the site and purchase of the land.

CONCLUSION.

Council I asked to consider allowing his piece of land to be included in the Strategic Development Site Reference HHC for potential development, subject to the usual negotiations from potential developers for the acquisition of land.

Report to: Hailsham Town Council

Date: 13th March 2013

By: John Harrison, Town Clerk

Title of report: Report of the Independent Wealden Parish Remuneration Panel -2013/14

PURPOSE:

To consider the recent report and recommendations of the Wealden Parish Remuneration panel and their implications for Hailsham Town Council.

BACKGROUND.

The Report of the Independent Wealden parish Remuneration Panel 2013-14 was recently received by the Town Clerk and is attached as an appendix to this report below

CONSIDERATIONS.

Council is asked whether to accept the recommendations of the report

FINANCIAL IMPLICATIONS

Hailsham Town Council is in level 3 for the calculation of Basic and Chairman's Allowances. This therefore equates to a 'maximum cost to Parish' of £21,585.

However, HTC has usually awarded 23 X the Basic Allowance, plus the Chairman's Allowance to form these amounts, therefore totalling £20,740.00, which after tax falls within the budgeted amount of £20,000 (N.B. HTC also budgets for an additional £1,500 for the Chairman's Expenses in addition to the allowance)

This amount is within the budget of £20,000 allocated to member's and chairman's allowances for the 2013-14 financial year.

REPORT OF THE WEALDEN PARISH REMUNERATION PANEL – FEBRUARY 2013

Introduction

1. This is the report of the Parish Remuneration Panel for 2013/14. The Panel is established by Wealden District Council under Regulation 27 of the Local Authorities (Members' Allowances) (England) Regulations 2003, for the town and parish councils in its area (full list of town and parish councils to which the report applies is attached at appendix A).

Summary

2. The Panel recommends:

(1) There be an increase to all Basic and Chairman's Allowances by banding as follows:

2012/13	LEVEL1	LEVEL2	LEVEL3	LEVEL 4
Basic Allowance	£140	£360	£835	£1175
Chairman's Allowance	£230	£560	£1280	£1615
2013/14	LEVEL1	LEVEL2	LEVEL3	LEVEL 4
Basic Allowance	£145	£365	£845	£1185
Chairman's Allowance	£250	£580	£1305	£1640

- (2) The policy to fix Travelling Allowances in line with HM Revenue & Customs 'Approved Mileage Allowance Payment' rates be re-affirmed.

(3) There be no increase to Subsistence Allowances.

3. The recommendations set out above are all proposed for implementation at the commencement of the financial year 2013/14.

Membership of Panel

4. The Panel consists of three members – Mr Martin Varley (Chairman), Mr Edward Stone and Mr Michael Kettell.

Panel Remit

5. The Panel shall produce a report in relation to the members of the authorities in respect of which it was established, making recommendations, in accordance with the provisions of regulation 29 of the Local Authorities (Members' Allowances) (England) Regulations 2003 as to –
 - (a) the amount of parish basic allowance payable to members of such authorities;
 - (b) the amount of travelling and subsistence allowance payable to members of such authorities;
 - (c) whether parish basic allowance should be payable only to the chairman of any such authority or to all of its members; whether, if parish basic allowance should be payable to both the chairman and the other members of any such authority, the allowance payable to the chairman should be set at a level higher than that payable to the other members; and
 - (d) if so, the higher amount so payable; and the responsibilities of duties in respect of which members should receive parish travelling and subsistence allowance.

Parish Basic and Chairman's Allowances

6. As in previous years, the Panel examined information in order to assist in determination of a recommendation on parish basic allowance and whether it should be payable to both the mayor or chairman and the other elected members of a parish.
7. While conscious of the restrictive financial climate in which local government of all tiers is operating, the Panel also noted that there has been no increase to these allowances recommended since 2008/09, since which time the allowances will have been subject to erosion by inflation.
8. In the absence of further information as to the workloads of parish councillors, the number of parishes paying allowances, etc., the Panel therefore recommends that there be a small increase to Basic Allowances across the four levels, as detailed in Appendix A attached.
9. The Panel voiced its intention to seek information and views from parish clerks and councillors regarding allowances paid, workloads undertaken, etc. to inform its next parish remuneration report. In particular, the Panel would wish to reconsider the 'levels' into which each town and parish falls, given changes to the demography of each since those levels were originally determined by the then constituted Panel.
10. Regulation 29(2) requires that recommendations be expressed not only in cash terms but also as a percentage of the amount recommended by the Independent Remuneration Panel as the Basic Allowance for Wealden District Councillors. The Panel is recommending an increase to that allowance for the financial year 2013/14 to £4260 per annum. Based on that figure, the percentages have been incorporated into the attached Appendix A.

Chairman's Allowance

11. As indicated in previous reports, the Panel is of the view that individual town and parish councils should be free to decide themselves whether an allowance should be payable only to the chairman or to all of its members. The Chairman's Allowance as recommended in the report is intended to be paid in substitution for the Basic Allowance rather than in addition to it, but this is at the discretion of each council.¹
12. Town and parish councils are reminded that the Chairman's Allowance (again detailed in the attached Appendix A) is an allowance personal to the councillor elected mayor or chairman. It is entirely separate to the allowance under the Local Government Act 1972, Sections 15(5) and 35(5), which is payable as the parish council thinks fit to reasonably meet the expenses of the office of mayor or chairman.
13. In line with Basic Allowance, the Panel recommends an increase to all Chairmen's Allowances, across the four levels established in its previous report, as detailed in Appendix A attached.

Travelling Allowance

14. Under Regulation 26, an authority may pay travelling and subsistence allowance, including an allowance in respect of travel by bicycle or by any other non-motorised form of transport, undertaken or incurred in connection with the performance of any duty within one or more of the categories in the regulations.
15. Councillors can receive up to a tax-free approved amount when using their own vehicles in carrying out their duties. These payments are known as Approved Mileage Allowance Payments (AMAP), and as from 6th April, 2011 the following rules apply:
 - (i) Car or Van – 45p per mile for the first 10,000 miles and 25p per mile thereafter;
 - (ii) Motor Cycle – 24p per mile (all miles);
 - (iii) Cycle – 20p per mile (all miles); and
 - (iv) A 5p per mile per passenger supplement for up to four passengers
16. The Panel recommends that the policy to fix Travelling Allowances in line with HM Revenue & Customs 'Approved Mileage Allowance Payment' rates be re-affirmed.

Subsistence Allowance

17. The Panel recommends that there be no change to the current level of subsistence rates for 2013/14, making the payments as follows:
 - (i) Breakfast – up to £5.50;
 - (ii) Lunch – up to £7.50;
 - (iii) Tea – up to £3.50; and
 - (iv) Evening Meal – up to £9.50
18. Payment is subject to councillors certifying that they had actually and necessarily incurred the amount being claimed, but the Panel feels it unnecessary to make any other stipulations (period away from home, timing/length of meetings, etc) when approving these claims.

Co-opted Members

19. Under the relevant legislation, co-opted members of parish councils are not eligible to be paid Basic or Chairman's Allowances, but may claim Travelling & Subsistence Allowances.

General

20. The Panel would like to express its thanks to the officers who have assisted it in its work and the preparation of this report.

Martin Varley
Chairman

¹ The calculations for 'maximum cost to parish' in Appendix A assume the Chairman's Allowance being paid in addition to the Basic Allowance, to reflect the maximum *possible* cost rather than the maximum *recommended* cost.

APPENDIX A

	LEVEL1	LEVEL2	LEVEL3	LEVEL 4	
Basic Allowance	£145	£365	£845	£1,185	
Chairman's Allowance	£250	£580	£1,305	£1,640	
PARISH	No. of Councillors	Maximum Basic Allowance	Maximum Chairman's Allowance	Maximum Cost to Parish	% of District Basic Allowance
<u>Level 1</u>					
Alciston	n/a	n/a	n/a	n/a	n/a
Little Horsted	n/a	n/a	n/a	n/a	n/a
Selmeston	n/a	n/a	n/a	n/a	n/a
Cuckmere Valley	7	£145	£250	£1,265	3.40%
Berwick	7	£145	£250	£1,265	3.40%
Wartling	7	£145	£250	£1,265	3.40%
Long Man	7	£145	£250	£1,265	3.40%
Hooe	7	£145	£250	£1,265	3.40%
Arlington	7	£145	£250	£1,265	3.40%
Laughton	7	£145	£250	£1,265	3.40%
Isfield	7	£145	£250	£1,265	3.40%
Chiddingly	9	£145	£250	£1,555	3.40%
Hellingly	15	£145	£250	£2,425	3.40%
Hadlow Down	7	£145	£250	£1,265	3.40%
Fletching	9	£145	£250	£1,555	3.40%
Warbleton	11	£145	£250	£1,845	3.40%
Frant	11	£145	£250	£1,845	3.40%
Alfriston	7	£145	£250	£1,265	3.40%
East Hoathly/Halland	9	£145	£250	£1,555	3.40%
Chalvington/Ripe	7	£145	£250	£1,265	3.40%
Horam	11	£145	£250	£1,845	3.40%
East Dean/Friston	9	£145	£250	£1,555	3.40%
Framfield	11	£145	£250	£1,845	3.40%
Hartfield	13	£145	£250	£2,135	3.40%
Ninfield	9	£145	£250	£1,555	3.40%
Danehill	9	£145	£250	£1,555	3.40%
Buxted	15	£145	£250	£2,425	3.40%
Withyham	13	£145	£250	£2,135	3.40%
Herstmonceux	11	£145	£250	£1,845	3.40%
Mayfield/ Five Ashes	15	£145	£250	£2,425	3.40%
Maresfield	14	£145	£250	£2,280	3.40%
Rotherfield	13	£145	£250	£2,135	3.40%
Westham	13	£145	£250	£2,135	3.40%
Pevensey	13	£145	£250	£2,135	3.40%
Wadhurst	15	£145	£250	£2,425	3.40%
<u>Level 2</u>					
Forest Row	15	£365	£580	£6,055	8.57%
Willingdon/Jevington	19	£365	£580	£7,515	8.57%
Polegate	15	£365	£580	£6,055	8.57%
Heathfield/Waldron	21	£365	£580	£8,245	8.57%
<u>Level 3</u>					
Hailsham	24	£845	£1,305	£21,585	19.84%
Uckfield	15	£845	£1,305	£13,980	19.84%
<u>Level 4</u>					
Crowborough	16	£1,185	£1,640	£20,600	27.82%